

**TOWN OF PINEBLUFF  
REGULAR MEETING  
October 19, 2023**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, October 19, 2023 at 6:30 p.m. at the Town Hall.

Present were Mayor Ronald McDonald, Commissioners, Robbie Conley, Rachel Byrd, Mike Thomas, and Guy McGraw. Commissioner Jerry Williams was absent. A Quorum was present.

Also present were Town Administrator, Melissa Adams, Police Chief, Pike Nordgren, Fire Chief, Jonathan Richardson, Finance Officer, Rachel Dysart, Public Works Manager, Andy Dick, and Zoning Administrator, David Francis. Town Clerk, Betty McDuffie was absent.

Citizens present were Raquel Swenson, Tom Richards, Charles Davis, Sara Watson, Jimmy Carpenter, Cliff Brown, Ann Lane, Hermann and Ruth Probst, Frank McNeill, Jr., Mike Cunningham, and others.

**CALL TO ORDER:**

Mayor Ronald McDonald called the meeting to order at 6:37 p.m.

Everyone stood for the Pledge of Allegiance.

**DISCUSSION/ADJUSTMENT TO THE AGENDA:**

Commissioner Rachel Byrd presented the adjustments to the agenda: Fire Department: Add "g" – Personnel; Add "g" – Fire Assistance Program – 50/50 Matching Funds Grant. Water-Sewer: Add #6 – Adoption of Resolution No. 2023-04 and Approval of MOU for the Sandhills Metropolitan Planning Organization; Add #7 – LKC – Discuss Letter of Agreement for Engineering Services; and Add #8 – Resolution Exempting Engineering Services for Sandpit Road Water Main Extension.

Commissioner Byrd made a motion to accept the adjustments to the Consent Agenda. Commissioner Guy McGraw seconded. All ayes. Motion carried.

**CONSENT AGENDA:**

Approval of items A through G.

Commissioner Mike Thomas made a motion to accept the Consent Agenda. Commissioner Rachel Byrd seconded. All ayes. Motion carried.

**PUBLIC ADDRESS TO THE BOARD:**

**Citizens' Time:**

Mr. Hermann Probst informed the Board that he was there to complain about a stain in his toilets and his wife cleans them all the time, it has to have something to do with the water. He also informed the Board that he was there to complain about garbage his neighbors leave out. There are some that leave out more than others so are they charge a different fee. He wanted to let the Board know he was not happy about his tax increase.

**DEPARTMENTAL REPORTS**

**Zoning/Planning:**

The Mayor open the Public Hearing for R-7 Zoning.

Mr. Charles Davis informed the Board he wanted to speak to Board regarding R-7 Zoning. When you begin to build houses tighter together you ground begins to lose the

ability to absorb water. Will be an added expense for the Town because the rain and water will be pushed out into the road. In the Town of Southern Pines and the Town of Aberdeen in their congested zoning area for houses they are having to park in the streets, they have no yard space. He wanted to know who knew there was a committee made up for the Planning Board regarding the R-7 Zoning. He also let the Board know that he had spoken to someone at Environmental Health about building an 1800 sq. ft. home on a 7,000 sq. ft. lot and they would not recommend it. He gave the Mayor a copy of the information that was given to the Planning Board from the Committee. This Town is not ready for R-7 Zoning.

Some of the members on the Board said they did not know who was on the Committee.

Commissioner Rachel Byrd stated that they were given the information at last month's meeting, the names of Committee members were given out and Town Clerk, Betty McDuffie had the list along with their telephone numbers and email addresses.

Ms. Sarah Watson informed the Board that the Ordinance as written is a little vague. This could be any parcel in or out to Town.

Mr. Jimmy Carpenter asked the Board if he was understanding correctly you are trying to allow individuals to use their current smaller lots as is and not create any more. We have created something special here we are living in harmony here as we are. Money is not everything. It would be different if we had public sewer.

Mr. Cliff Brown informed the Board that he was on the Planning Board and the Planning Board had denied it at this time not forever but at this time.

Ms. Ann Lane informed the Board that she loved her community and she knew retirees loved it the way it is.

Mr. Tom Richards stated that to build on these smaller lots it should be based on data, there should be an Environmental Impact Study done, and should consider looking into the water runoff. Should have the builders that want to build should pay for this Environmental Impact Study instead of the Town footing the bill.

Mr. Frank McNeill, Jr. wanted to know if the R-7 Zoning had been passed. He felt that this is not a good idea because if you do for one then you will have to do for all. I know you have been concerned with being sued, but we have our ordinances in place so we will be okay.

Mr. Mike Cunningham informed the Board that if we are being concerned about being sued for two (2) lots for one builder then if we have an R-7 Zoning District we are opening ourselves up to being sued by a number of builders.

Commissioner Guy McGraw made a motion to defer/table the discussions/decisions until we speak with the Town's attorney. Commissioner Rachel Byrd seconded. All ayes. Motion carried.

Town Administrator, Melissa Adams read a statement to the Board from the Town's attorney about the possible R-7 District.

Zoning Administrator, David Frances informed the Board this came about because of the two houses built on West New England Avenue behind the Family Dollar Store. The lots are over 10,000 sq ft but they still could meet the current setbacks.

Commissioner McGraw made a motion to accept the Zoning and Planning Report that has been presented and to close the Public Hearing and return to the regular board meeting. Commissioner Byrd seconded. All ayes. Motion carried.

**Police Department:**

Police Chief, Pike Nordgren presented the Police Department's monthly report for September.

Commissioner Mike Thomas made a motion to accept the Police Department's report. Commissioner Guy McGraw seconded. All ayes. Motion carried.

Commissioner Robbie Conley made a motion to accept Budget Amendment #16 to decrease line item 10-4310-2900 – Equipment Purchases <\$5,000.00 by \$9,600.00 from the sale of the 2014 Chevrolet Caprice and increase line item 10-3990-0000 – General Fund Balance by \$9,600.00 to repair the 2016 Chevrolet Tahoe. Commissioner Rachel Byrd seconded. All ayes. Motion carried.

**Fire Department:**

Fire Chief, Jonathan Richardson presented the Fire Department's monthly report for September.

Commissioner Guy McGraw made a motion to accept the Fire Department's report. Commissioner Rachel Byrd seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that he was respectfully requesting the payoff of the Fire Chief's 2023 Chevrolet Silverado from the funding received from Moore County for apparatus in the total of \$108,044.00 last month.

Commissioner Robbie Conley made a motion to pay off the Fire Chief's 2023 Chevrolet Silverado. Commissioner Byrd seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that he was respectfully requesting to purchase the listed equipment totaling \$4,185.70 for the apparatus we currently have and the new Tanker 716 that is near completion. We have the funding in line item 10-4410-2900 – Equipment Purchases.

Commissioner Conley made a motion to purchase the new equipment in the amount of \$4,185.70. Commissioner McGraw seconded. All ayes. Motion carried.

Commissioner Byrd made a motion to accept Budget Amendment #14 to decrease line item 10-3990-0000 – General Fund Balance by \$108,044.00 funds received from Moore County and to increase line item 10-4410-5300 – Capital Outlay – Vehicles by \$108,044.00 for the purchase of New Squad 71, payoff the Fire Chief's vehicle, and annual payment for the 2023 Fouts Brothers 3,000-gallon Tanker that is currently on order. Commissioner McGraw seconded. All ayes. Motion carried.

Commissioner Conley made a motion to accept Budget Amendment #15 to decrease line item 10-3990-0000 – General Fund Balance by \$20,000.00 these funds were received from the sale of Engine 712 and to increase line item 10-4410-533 –

Capital Outlay-Vehicles by \$20,000.00 for the purchase of a new Squad 71 and associated equipment. Commissioner McGraw seconded. All ayes. Motion carried.

Commissioner Conley made a motion to accept Budget Amendment #17 to decrease line item 10-3990-0000 – General Fund Balance by \$116,000.00 the funds are from the First Bank loan for the purchase for a new Squad 71 and to increase 10-4410-5300 – Capital Outlay – Vehicles by \$116,000.00 for the purchase of Dodge Ram 5500, service body, skid unit, graphics, paint, emergency lights, and radio. Commissioner McGraw seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that he was respectfully requesting permission to apply for the 2023-2024 Volunteer Fire Assistance Program 50/50 Matching Funds Grant. We will apply for water handling equipment, PPE, hand tools, and communications equipment which are the categories that are approved to apply for this grant program.

Commissioner Conley made a motion to for the approval for the Fire Chief to apply for the 50/50 Grant Funding to purchase equipment for the Fire Department. Commissioner Byrd seconded. All ayes. Motion carried.

**Streets:**

Commissioner Robbie Conley presented the Street Department's monthly report for September.

Commissioner Guy McGraw made a motion to accept the Street Department's report. Commissioner Conley seconded. All ayes. Motion carried.

**Water-Sewer:**

Commissioner Robbie Conley presented the Water-Sewer Department's monthly report for September.

Commissioner Mike Thomas made a motion to accept the Water-Sewer Department's report. Commissioner Guy McGraw seconded. All ayes. Motion carried.

Commissioner Thomas made a motion to put a cap in the amount to \$2,500.00 on all water leaks that a customer will have to pay – with the option to break down the payments up to 36 months. Commissioner Rachel Byrd seconded. All ayes. Motion carried.

After discussion, Commissioner McGraw made a motion to table the water leak adjustment for Mr. Chon and to check with the Town's attorney to see if we can put a \$2,500.00 cap on the amount the customer would have to pay. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to approve the water leak adjustment for Chon Byran in the amount of \$2,500.00 for a water leak in service line behind the house; water leak adjustment for Erin Fox in the amount of \$54.39 for a leak in the front yard by the water meter. Commissioner Byrd seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to approve the Resolution for Sandpit Road water line extension on the water main. Commissioner Thomas seconded. All ayes. Motion carried.

After discussion, Commissioner McGraw made a motion to allow the Town Administrator, Melissa Adams to negotiate terms and vendors for anything under \$50,000.00 for the water line extension on Sandpit Road. Commissioner Byrd seconded. All ayes. Motion carried.

Commissioner Conley informed the Board that the water rates for the different Municipalities was for information at this time.

**Parks, Recreation, and Cemetery:**

Commissioner Mike Thomas informed the Board that there was nice turnout for the ribbon cutting at Cunningham Park, Wednesday, October 18<sup>th</sup> at 5:30 p.m. The Public Works guys are keeping the Lake, the Parks, and the Cemetery cleaned.

Commissioner Thomas made a motion to accept the Parks, Recreation, and Cemetery Report as presented. Commissioner Guy McGraw seconded. All ayes. Motion carried.

After discussion, Commissioner McGraw made a motion to accept the Pinestraw Contract for another year. Commissioner Thomas seconded. All ayes. Motion carried.

**Building Inspection:**

Commissioner Rachel Byrd presented the Building Inspection's monthly report for September.

Commissioner Byrd made a motion to accept the Building Inspection Report. Commissioner Robbie Conley seconded. All ayes. Motion carried.

**Administration:**

Commissioner Rachel Byrd presented the monthly tax reports for September.

Commissioner Byrd made a motion to accept the monthly tax reports. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Town Administrator, Melissa Adams presented the monthly Administrator's report.

Commissioner Mike Thomas made a motion to accept the Administrator's report. Commissioner Byrd seconded. All ayes. Motion carried.

After discussion, Commissioner Guy McGraw made a motion to nominate and approve Police Chief, Pike Nordgren for Employee of the Year for 2023. Commissioner Byrd seconded. All ayes. Motion carried.

The Board decided to have the employees and citizens to nominate someone for Citizen of the Year.

Town Administrator Adams informed the Board that in the new Personnel Policy – Article V. Section. Employee Training and Reimbursement was left out. In the previous Policy there was a provision should an employee leave the Town's employment before one year after receiving training they would have to reimburse the Town.

After discussion, Commissioner Byrd made a motion to amend the Personnel Policy: The employee pays for training should he/she quit within a 12-month timeframe – it will be retro. Commissioner Conley seconded. All ayes. Motion carried.

**Unfinished Business:**

Town Administrator, Melissa Adams presented the Board Resolution No. 2023-04 in support of the Sandhills Metropolitan Planning Organization; the breakdown of the fees; and the Memorandum of Understanding for Cooperative, Comprehensive, and Continuing Transportation Planning.

After discussion, Commissioner Mike Thomas made a motion to adopt the Resolution and to approve the Memorandum of Understanding (MOU) for Cooperative, Comprehensive, and Continuing Transportation Planning. Commissioner Rachel Byrd seconded. All ayes. Motion carried.

**New Business:**

None

**Other Business:**

None

**Announcements:**

None

**Adjournment:**

Commissioner Guy McGraw made a motion to adjourn. Commissioner Rachel Byrd seconded. All ayes. Motion carried.

Meeting adjourned at 8:50 p.m.

Sincerely,



Betty O. McDuffie, CMC  
Town Clerk